

1) OATH OF OFFICE

City Administrator/Clerk Terry administered the Oath of Office to newly elected Mayor and Councilmembers.

- a. Mayor Ganfield
- b. Councilmember Novak
- c. Councilmember Thielfoldt

2) CALL TO ORDER

The meeting was called to order by Mayor Ganfield at 6:04 p.m.

Members Present: Mayor Ganfield, Councilmembers: Timmerman, Berg, Novak and Thielfoldt

Members Absent: None.

Also Present: City Administrator/Clerk Terry, Police Chief Bell, Senior Planner Christianson, Attorney Schmidt, City Engineer Revering, Public Works Director Schweich, Deputy Clerk Jirak, Scott County Commissioner Wolf, Beth Ganfield, Jenaro Delgado, Aberta Delgado, Todd & Renee Henry, Connor Thielfoldt, Steve Olson, Scott & Lynn Henry, Greg Timmerman, Larry & Sheri Schofield, Jonathan & Jami Carlson, Reid Schultz, Luke Wheeler and Patrick Fischer,

3) PLEDGE OF ALLEGIANCE

Mayor Ganfield led the Council and audience in the Pledge of Allegiance.

4) ADOPT/APPROVE AGENDA

City Administrator/Clerk Terry advised the Council of a revised agenda.

MOTION by Councilmember Timmerman, second by Councilmember Novak to approve the revised agenda.

APIF, MOTION CARRIED

5) PRESENTATION, PROCLAMATIONS AND ACKNOWLEDGEMENTS (PP&A)

None.

6) PUBLIC COMMENT

None.

7) ANNUAL ORGANIZATIONAL MATTERS

City Council Appointments and Assignments

MOTION by Councilmember Berg, second by Councilmember Novak to adopt Resolution 25-01 designating Councilmember Timmerman as Acting Mayor for the City of Elko New Market.

APIF, MOTION CARRIED.

In approving 2025 organizational matters, the Council is required to appoint individuals to represent the City on various Boards and Committees. A summary of the individuals appointed to the Boards and Commissions follows:

a) Mayor Ganfield (primary) and all members of the City Council (alternate) as the representatives to SCALE (Scott County Association for Leadership and Efficiency). The Mayor as the representative to the SCALE Executive Committee with the City Administrator as the alternate.

b) City Administrator and Chief of Police as the alternate representative to SJPA (Scott Joint Prosecution Association)

c) City Administrator and Police Chief as the alternate representative for JRTF (Joint Regional Training Facility) Board.

d) Councilmember Thielfoldt and Councilmember Berg as the representative to the I-35W Solutions Alliance. City Administrator will be an alternate.

The Technical Advisory Board of the Met Council was mentioned and recommended that Staff look into attending these meetings.

e) Councilmember Timmerman and City Administrator as representatives to the Fire Relief Board.

f) Councilmember Timmerman as representative to the Fire Service Area Workgroup.

g) Councilmember Novak as representative to the Community and Civic Events Committee. Councilmember Timmerman will be an alternate.

h) Councilmember Thielfoldt as the representative to the MVTA (Minnesota Valley Transit Authority) Board.

i) Councilmember Berg to serve as the City Council representative on the Administrative Appeals Board.

All other committee and board representatives to be appointed as needed.

MOTION by Councilmember Timmerman, second by Councilmember Novak to approve representatives as appointed by Council for committees and boards.

APIF, MOTION CARRIED

Designation of Official Newspaper

MOTION by Councilmember Timmerman, second by Councilmember Berg to approve Resolution 25-02 Designating The New Prague Times as Official Newspaper of the City of Elko New Market.

APIF, MOTION CARRIED

Designation of Official Depositories

MOTION by Councilmember Berg, second by Councilmember Thielfoldt to approve Resolution 25-03 Approving New Market Bank and League of Minnesota Cities 4M Fund as the Official Depositories for the City of Elko New Market.

APIF, MOTION CARRIED

8) CONSENTAGENDA

MOTION by Councilmember Novak, second by Councilmember Berg to approve the Consent Agenda.

- a. Approve Minutes of the December 19, 2024 City Council Meeting
- b. Approve Payment of Claims and Electronic Transfer of Funds
- c. Adopt Resolution 25-04 Accepting 2024 Donations
- d. Schedule of Fees
 - i. Adopt Ordinance No. 319 Adopting the Schedule of Fees for 2025
 - ii. Adopt Ordinance No. 320 A summary of Ordinance No. 319 Adopting the Schedule of Fees for 2025
- e. Approve Corrected 2025 Police Salary Schedule
- f. Approve Cooperative Trail Maintenance Agreement
- g. Adopt Resolution 25-05 Accepting Street and Utility Improvements for The Preserve

APIF, MOTION CARRIED

9) PUBLIC HEARINGS

Liquor License for Alberta's Mexican Restaurant LLC

City Administrator/Clerk Terry stated that Staff received an application from Alberta's Mexican Restaurant LLC seeking Council approval on liquor licenses on the premises located at 12 Church Street. Terry continued that Staff has reviewed the application and found Alberta's Mexican Restaurant LLC has met all requirements to issue liquor license applied for.

Mr. Delgado stated that he is looking forward to Council approval of the applied liquor licenses.

Deputy Jirak updated Council that all property taxes have been paid in full for this property.

Mayor Ganfield opened the Public Hearing at 6:18 pm.

No comments were received during the Public Hearing.

Mayor Ganfield closed the Public Hearing at 6:18 pm.

MOTION by Councilmember Novak, second by Councilmember Thielfoldt to approve Resolution 25-06 Approving a New Liquor License for Alberta's Mexican Restaurant LLC in the City of Elko New Market.

APIF, MOTION CARRIED

10) GENERAL BUSINESS

Highlands at Eagle View – Tamarack Land Development (Continued)

At the November 14, 2024 City Council Meeting, Senior Planner Christianson reviewed the deferred assessments levied on Victory Fields, LLC property related to a 2005 public improvement project. Christianson explained Tamarack Land Development had submitted a request that the City Council consider a reduction in the deferred assessment amount, based on residential development of the property. After Council discussion at the November 14, 2025 Council meeting, there was a lack of Council consensus on the amount of the assessment and directed continuation of discussions at the December 5, 2024 City Council meeting, when a full City Council would be present.

At the Council discussion at the December 5, 2024 meeting, there was again a lack of Council consensus on the amount of the assessment and the Council directed continuation of discussions at a future City Council meeting.

Christianson provided a brief background regarding the history of the assessments, the cost analysis of the assessments, the proposed development, the benefits of property development, the sunset on special assessments and the life of improvement. Staff sought Council feedback regarding the Tamarack Land Development contribution of \$200,000 and direction regarding relief on the deferred assessments that relate to the Victory Fields property

Reid Schultz, Tamarack Land Development, approached the podium and thanked Staff for their high level of dedication to this project and stated he would answer any questions Councilmembers had. Councilmembers had no questions for Schultz at this time.

After Council discussion, Council directed Staff to continue working with Tamarack Land Development with a contribution of \$200,000 in assessment as direction regarding relief on the deferred assessments that relate to the Victory Fields property. The inclusion of a park in the revised development concept was noted a factor in the decision.

Christianson updated Council on the process for the next steps regarding this development. Schultz provided an estimated timeline for the buildout if this development continues.

11) REPORTS

a) Administration

No report.

b) Public Works

December 2024 Monthly Public Works Report included in Council packet.

c) Police Department

December 2024 Monthly Police Department report included in Council packet.

Chief Bell described the tough year the department has had and thanked his officers for stepping up. Bell continued by stating he is looking forward to the year and opportunities ahead.

- d) Engineering
Update on Active Construction Projects included in Council packet.
- e) Community Development
Draft Planning Commission Meeting Minutes of December 17, 2024 included in the Council packet.
- f) Parks Department
Draft parks & Recreation Commission Meeting Minutes of December 11, 2024 included in the Council packet.
December 2024 Monthly Parks & Recreation Updates included in Council packet.
- g) Community & Civic Events Committee (CCEC)
Councilmember Novak mentioned the agenda for the upcoming CCEC Meeting.
- h) Other Committee and Board Reports
 - i) Scott County Association for Leadership and Efficiency (SCALE)
No report.
 - 1. Executive Committee
City Administrator/Clerk Terry updated Council on the Executive Committee Meeting he was unable to attend.
 - 2. Service Delivery Committee
No report.
 - ii) I35 Solutions Alliance
Councilmember Berg updated Council on the I35 Solutions Alliance meeting he attended. Berg stated the notable takeaway was the Technical Advisory Board of the Met Council reprioritized the Special Project list to projects related to I35 only.

12) DISCUSSION BY COUNCIL

Councilmember Berg inquired if there was an update to the Old PD Study Workgroup. Councilmember Novak volunteered to represent the Council on this committee.

13) ADJOURNMENT

MOTION by Councilmember Berg, second by Councilmember Timmerman to adjourn the meeting at 6:44 pm.

Respectfully submitted by

Lynda Jirak, Deputy Clerk